

Minutes of the Judiciary and Law Enforcement Committee - June 11, 2004

The meeting was called to order at 8:32 a.m. by Chair Mitchell.

Present: Chair William Mitchell, County Board Supervisors Kathleen Cummings, Mareth Kipp, Carl Seitz, Jean Tortomasi; **Absent:** Keith Harenda and David Swan

Staff Present: Legislative Policy Advisor Dave Krahn, Legis.Associate Sandra Meisenheimer

Also Present: Clerk of Courts Business Mgr. Bob Snow, Sheriff Dan Trawicki, Business Mgr. Tom Koth, Emergency Management Coordinator Jim Malueg, Clerk Typist II Kathy Schwei, Senior Financial Analyst Mike Baniel

Pledge of Allegiance

Supervisor Tortomasi led the committee in saying the pledge.

Approve Minutes of May 28, 2004

Motion: Kipp moved, second by Tortomasi, to approve the minutes of 5/28/04. **Motion carried 5 – 0.**

Correspondence

Mitchell addressed the following items:

1. Handouts distributed showing full-time and part-time police departments as well as district maps for the day, afternoon and midnight shifts.
2. Telephone Call Summary Report from the Sheriff's Department for the month of April 2004.

Executive Committee Report

Mitchell reviewed items that were discussed and/or considered at the last meeting on June 7, 2004. Senator Mary Lazich was in attendance to discuss TABOR (Taxpayer's Bill of Rights) and a handout entitled "Table 1: Summary of 2003-05 Appropriations, Compensation Reserves and Authorizations: Act 33" was reviewed.

Reports by Committee Member Liaisons

Mitchell reported on SOPHIA, which is a faith-based group trying to find alternatives for jail time, and it also helps with other issues related to the criminal justice system.

Future Agenda Items by Committee Members

1. Tour of the Medical Examiner's office.
2. Discuss a person losing his/her driver's license in lieu of jail time.

Future Meeting Dates

The next meeting is scheduled for Friday, July 9, 2004.

Discuss 2003 Year-End Budget Monitoring Summary Report – General Fund Operations

Circuit Court Services:

Snow said this is a good year-end report for the purpose of advising the County Board where departments end up. The overall unfavorable variance of -\$59,600 is a result of revenues less than budget by \$160,000 partially offset by expenditures less than budget by \$100,400. He stated expenditure-wise for the last couple of years Circuit Court Services has had to control all of their discretionary spending, which is under court operations (court security, prisoner transport, juror costs, court appointed attorneys). These are the budget drivers in addition to personnel costs that are 68-69% of the overall budget. They did control expenditures and were \$100,000 +/- for the

overall operating budget (about \$85,000 was due to personnel costs under budget, employee benefits [mainly health insurance] by \$53,200 and wage costs by \$31,000). Snow said on the revenue side he over projected on a number of revenues related to county/state forfeiture collections (state patrol and county forfeiture citations). This also involves related costs for state fines that the county receives as well as related court costs.

Snow continued on with a review of the major 2003 operating expense variances and 2004 budget, which includes guardian ad litem (GAL) recoveries, court appointed attorneys, psychological reviews, jury fees, and travel and training. He stated there is a certain amount of vacancy and turnover that creates available dollars. Referring to GAL's, he said they are appointed for the purpose of aiding the court and the court's decision as it relates to kids and custody visitation. They have been seeing phenomenal growth in these particular expenditures. Snow stated it is an area they collect on that has done well, but there is still the expense in the budget.

Kipp asked about interpreter fees. Snow said they are being careful in this area because of federal directives affecting persons with limited English proficiency. People have to inform the court that an interpreter is needed whether it is for language, sign language or ADA. If a judge determines that an interpreter is needed, more likely than not, it will be ordered at county expense and may or may not require some reimbursement on the private side.

Snow said first they try to work within the budget to try to control it, and then sometime during the course of the year a fund transfer might be necessary.

Sheriff Department:

Trawicki stated once again they came in at the end of a budget cycle and returned money that wasn't used (\$391,000). Factually speaking, it's because of the job that is done by Tom Koth and other staff on a regular basis to monitor the expenses. Vacancy and turnover is a huge budget item, and they averaged six open deputy positions every year for a variety of reasons (retirements, terminations, promotions). At times, they hold positions open to save money. Tortomasi asked how do the open positions affect overtime for the present staff? Trawicki replied that overtime was \$161,000 higher than budgeted. However, there is a fine line between using overtime at \$161,000 or filling "X" number of positions with wages and benefits.

Mitchell asked about the increase in gas prices and how it affects the Sheriff's Department. Koth stated as indicated in the report the cost per gallon was fairly high, and they came in low in 2003. They are monitoring it very closely and if it continues at this level, they will have to deal with it. Hopefully, as in the past, they will take care of it internally with a fund transfer rather than using contingency.

Discussion continued regarding the telephone system for the prisoners. Koth stated with the old system, even though the dollars coming in were fairly large numbers, they essentially were at the mercy of the provider. They had no way of knowing if they were receiving the correct amount, and if there were problems with the system, the Sheriff's staff had to take care of it. With the present system, they don't have to fix problems, and it relieves a lot of time that Correctional Officers had been putting in. Also, now inmates can buy pre-paid time so the person being called doesn't get charged. Koth said they are happy with the new system but will continue to monitor and work on it to make it better.

Introduction of Emergency Management Staff and Overview of Department

Malueg introduced Kathy Schwei, who is a full-time Clerk Typist in his department. He stated they are on track with the budget. Also, all should take note that Waukesha County has been spared from any flooding and damage from all of the rain. Malueg said his office is the focal point for all the disaster planning, training and coordination recovery that goes on in the county. About 70% of their budget is funded by state and federal grants with only 30% as county tax levy. As a result of the state and federal funding, they enter into an agreement with the State Office of Emergency Management every year. The focus of the program has really changed to domestic preparedness and homeland security. They have more funds now than they've ever had. They are in the process of finalizing their application for 2004 funds right now. A lot of the money is going toward the security of the water supply.

Malueg stated that Milwaukee County and Waukesha County Health Departments have formed a public health consortium. They are also working very closely with the City of Milwaukee Health Department and the suburban Milwaukee Health Departments to put together a plan to deal with a mass casualty type event if bio-terrorism or small pox or monkey pox should occur. Likewise throughout the rest of the state, consortiums have been formed to do the same thing. It is also going on with the hospitals.

To Cummings' question, Malueg said the airport will be receiving \$150,000 through the Wisconsin Office of Justice Assistance (OJA) to be used for improvements in the gate drive system and fencing around the airport.

Malueg went on to say that the Local Emergency Planning Committee (LEPC) was created to implement emergency planning and the community right to know act. It is federal legislation and is an annual inventory of the hazardous materials being used in Waukesha County. It is also planning for those sites where there are highly toxic chemicals. There are about 150 sites in Waukesha County that have extremely toxic chemicals being manufactured, used in a manufacturing process or stored on a premises for some reason. Part of the agreement is with the state and money is received from the state to continually update the plans. Every year about 25% of the 150 plans throughout the county are updated. There are also 300+ sites in the county who report annually of hazardous chemicals on their premises.

Malueg stated that the Exposition Center has been designated as one of the distribution points in the event of a disaster. The Health Department would then be charged with coming up with a plan of how they would treat victims, i.e. vaccinations. In addition, tabletop exercises are performed in communities such as Oconomowoc, New Berlin, Sussex, etc. They also send a lot of people in the county to training for courses that are usually sponsored by the Wisconsin Emergency Management Bureau. Another important area is educating the public on information through speaking engagements and distributing literature at service clubs and schools. There also are meetings with the fire chief and police chief associations to keep them apprised.

In closing, Malueg said that Milwaukee County received a \$10 million grant (Urban Area Security Initiative). Because Waukesha County will be participating with the City of Milwaukee to better prepare this region for acts of terrorism, Waukesha County will be receiving a \$650,000 award to use toward building the infrastructure in our communication system to support the new generation of mobile data computers in squad cars.

Legislative Update

Krahn stated that the legislature is finished for the year and an extraordinary session was not called. When the session ends the Legislative Council, with ideas from various sources, forms study committees, which are made up of not only legislators but also citizen members. They look at broad based issues, such as zoning, guardian ad litem, etc. They meet during the summer months and into the fall and as a result of their work, legislation will emerge and be introduced in the next session.

Motion to adjourn: Tortomasi moved, second by Cummings, to adjourn the meeting at 11:14 a.m. Motion carried 5 – 0.

Respectfully submitted,

Mareth K. Kipp
Secretary

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